



Proposal For New Radio Program

4 Federico Drive, Suite 2
Pittsfield, MA 01201
(413) 445-4234

www.WTBRfm.com
Programming@WTBRfm.com

Thank you for your interest in becoming a WTBR-FM Producer! This form will help you through the process of the first step before you can have a show - the proposal process. These small information boxes will provide supporting information to help you complete this process completely, giving you your best chance to have your program accepted.

Box 1 is your contact information as the show's producer - this is required to make it possible for the WTBR-FM staff and Programming Committee to contact you about your show, both in the proposal process and into the future.

BOX 1 - Producer Information

Name: _____

Address: _____

Town: _____ State: _____ ZIP: _____

Telephone: _____ EMail: _____

Box 2 is information on your "substitute producer." WTBR-FM rules require that a producer serve as both "host" and "board operator" for a show, but they allow for a second individual to serve as co-host and stand-in as you may require. This is an optional position, and you should only fill it out if it applies to your show.

BOX 2 - Substitute Producer Information (OPTIONAL)

Name: _____

Address: _____

Town: _____ State: _____ ZIP: _____

Telephone: _____ EMail: _____

Box 3 is for basic information about your program, including title, format and length.

BOX 3 - Show Information

Show Title: _____

Content Format: ☐ Talk Show ☐ Music Show Production Type: ☐ Live ☐ Pre-Recorded/Voice Tracked

Program Frequency: ☐ Once ☐ Week-Daily (Limited to 1 Hour) ☐ Weekly ☐ Monthly ☐ Special: _____

Based On Your Type Of Show, Please Select The Length Below:

TALK SHOW Length: ☐ 30 Minutes ☐ 60 Minutes

MUSIC SHOW Length: ☐ 30 Minutes ☐ 60 Minutes ☐ 90 Minutes ☐ 120 Minutes



Proposal For New Radio Program

Box 4 is a brief description of your program, to help the Programming Committee understand what your program will be about. Note that proposals that fulfill WTBR-FM's Programming Ideals (Service, Enrichment, Localism, Diversity, Innovation, and Community) will receive additional consideration, but are not mandatory in order to be approved.

BOX 4 - Program Description

Box 5 allows you to select your three preferred air times if your program is approved. Note that while WTBR-FM Staff will use these as a guide for scheduling your program, we cannot promise any time slots until a program is scheduled.

BOX 5 - Air Time Preferences

1st Choice Day: _____ 1st Choice Time: _____

2nd Choice Day: _____ 2nd Choice Time: _____

3rd Choice Day: _____ 3rd Choice Time: _____

Box 6 is your signature as Producer. By signing below, you agree that you have provided a complete and accurate description of the show you would like to produce. You agree that you have read the WTBR-FM Operating Rules and Procedures, and your show does not violate those rules. You also understand that tender of this proposal by you to WTBR-FM does not guarantee air time on WTBR-FM, and does not signify approval from WTBR-FM Staff or Programming Committee. If this Proposal is Approved, you agree to complete all required training by WTBR-FM Staff prior to being given airtime. If this Proposal is Declined, you agree that you will not resubmit your Proposal until you have completed any requirements laid out by the Programming Committee, and/or that the Proposal has been changed in a substantial fashion.

BOX 6 - Producer Signature

Signature : _____ Date: _____

**WTBR-FM
STAFF USE**

Proposal Status: ☐ Approved ☐ Declined

Date Of Decision: _____

Staff Signature: _____ Committee Signature: _____